

# **Lewis County Homeland Security Committee (HSC)**

## **Meeting Minutes September 21, 2005**

**City of Chehalis Community Services Conference Room  
25 SW Circle Ave., Chehalis, WA 98532**

Present: See attachment

Chairman Joanne Schwartz opened the meeting at 1:30 p.m. with introductions of members.

### **III. Approval of Minutes**

The minutes of the July 20, 2005 meeting were approved as presented. Motion made by Chief Deputy Gene Seiber, seconded by Roger Schang. Motion carried unanimously.

### **IV. Committee Reports**

#### **A. Communications Subcommittee Report**

Michael Strozyk was not present, but provided a detail sheet of the communications project. Chairman Schwartz commented that the Committee would need to see the build out plan for the project.

Mike Kytta added that the Committee would need to confirm that Lewis County would absorb the Equipment, Rental, and Replacement (ER &R) for the new equipment.

Chairman Schwartz has asked Centralia Police Chief Bob Berg to fill the vacant Communications Subcommittee Chair position. Chairman Schwartz has not received a reply.

Chief Deputy Gene Seiber stated that Michael Strozyk believes that the FFY 04 grant funds will complete the communications backbone project for the county. Chief Seiber added that the Committee should consider using the FFY 05 grant funds to upgrade mobile and portable radios used by Law Enforcement, Fire Services, Public Works, and other agencies if the funds are available for other projects. Many radios used by these agencies are not narrowband capable and will need to be replaced. **Chief Seiber will get additional information on this project for the Committee.**

Chief Deputy Gene Seiber presented news from the Washington State Homeland Security Coordinators meeting. The FFY06 Homeland Security grants will use a competitive grant process to disperse funds, probably based on risk assessment. Lewis County should receive some funds, but expect much less than received in prior years. Further information should be available soon.

Chairman Schwartz added that the Committee would need to stay vigilant and keep determining our needs so we are ready when the funds are available.

## **B. Region 3 Coordinator Report**

Steve Walton was not present.

## **C. Lewis County Coordinator Report**

The National Incident Management System (NIMS) classes are progressing. Tim Brodt has visited most fire districts in the Lewis County and completed the training with fire districts in July. Rob Gebhart from Chehalis Fire Department completed NIMS training with City of Chehalis management and council members September 15. Tim trained Lewis County Sheriff's Office (LCSO) responders on NIMS September 15, with another class scheduled for September 22. Tim will teach two classes with Centralia Police Department September 22 and 26. As of September 21, 357 people have received the NIMS training in Lewis County.

A Personal Protective Equipment training class will be held October 6 at the LCSO training room. Lewis County plans for those individuals that attend the class to train others on the equipment.

Steve Garrett of Public Health taught a class on Weapons of Mass Destruction (WMD) Awareness to LCSO sergeants September 15. Steve commented on the class and who should take the WMD Awareness class. Steve stated that the class is useful to everyone.

Chief Deputy Gene Seiber briefed the status of the Law Enforcement Terrorism Prevention Program grant project. Centralia P.D. is getting mobile data units in patrol cars. Soon all law enforcement in Lewis County will have technology to install the units. The system will also allow fire services to use the technology.

## **V. Old Business:**

- A. Tim Brodt briefed the status of the mass casualty incident trailer that is funded through Homeland Security. Region 3 is still gathering final details of all orders in the region and should be ready to order the equipment soon.
- B. Other Old Business. No other old business.

## **VI. New Business**

- A. Governmental Administration and Public Works alternate position vacancies.

Roger Schang asked that Gary Hurley from Lewis County Geographic Information Services be nominated for the Public Works alternate position. Chief Deputy Gene

Seiber nominated Gary for the position. Mike Kytta seconded the nomination and the motion carried unanimously.

The Governmental Administration alternate position vacancy will continue to be explored by the Committee.

**B. Communications Subcommittee Chairman vacancy.**

**Chairman Schwartz will contact Bob Berg again to inquire about him filling the Communications Subcommittee chair position.** Chief Seiber requested consideration for the position if Bob Berg declines.

**C. Changing Committee meeting frequency.**

Michaelle Fries asked that we continue to meet every month until the Committee is clear on the status of the backbone communications project and has made a determination on the FFY 05 grant funds.

Chairman Schwartz decided that the Committee would continue to meet every month at least through the end of the year to settle grant fund spending.

**D. Other New Business**

There was no further new business.

**E. Next Meeting:**

The next Lewis County Homeland Security Committee meeting is scheduled for October 19, 2005.

**VII. For The Good of the Order**

Michaelle Fries reported that the Red Cross is working with evacuees that have come to the area from the Gulf Coast. The Red Cross is also preparing to help with the aftermath of Hurricane Rita. Michaelle also noted the importance of raising local funds for our own potential disasters.

Jill Kangas reported that reimbursement is available for cities that provide support for Hurricane Katrina evacuees.

Emergency Management is hosting a Preliminary Damage Assessment class October 4. The class covers damage assessment reporting and is available to all taxing authorities.

Jill also reported that many cities have been asked to formally adopt NIMS. Emergency Management will collectively incorporate the adoption of NIMS as part of the Comprehensive Emergency Management Plan for all cities. This will take place in the next few months.

Lewis County will have a mass casualty incident exercise Saturday, September 24 in Adna. A similar exercise occurred in Morton September 10.

Mike Kytta added that everyone is welcome to observe the exercise. Mike noted that with the disasters in the Gulf Coast, it is evident of the need for emergency management. Mike asked that the Sheriff's Office do what it can to attract more people and agencies into emergency management activities, perhaps including the homeland security committee as well as other interested parties.

Chief Deputy Gene Seiber added the Committee would need to do our part to assist the community and prepare for local emergencies.

### **Adjournment**

The meeting adjourned at 2:30 p.m.

**Action Items/Assignments:**

<b><u>LCHSC</u> Item/Action</b>	<b>Responsible Staff</b>
<b>Provide communications build-out plan to Committee</b>	<b>Michael Strozyk</b>
<b>Select a new Governmental Administration Alternate</b>	<b>Committee</b>
<b>Select a new Communications Sub-Committee chairman</b>	<b>Committee</b>
<b>Gather information on new portable and mobile radios</b>	<b>Chief Seiber</b>
The Committee voted for Gary Hurley to fill the Public Works Alternate position.	Action

<b>Information from Region 3</b>

**Lewis County Homeland Security (HSC) Committee**

**Attendance Record**

**For: Meeting – September 21, 2005**

**Committee Members:**

<b>Y/N</b>	<b>Name</b>	<b>Discipline Represented</b>
X	Jill Kangas	Emergency Management – P
X	Tim Brodt	Emergency Management – A
	Dr. Patrick O’Neill	Emergency Medical Services - P
X	Chief Mike Kytta	Emergency Medical Services - A
	Chief Jerry Boes	Fire Services – P
X	Chief Jeff Jaques	Fire Services – A
X	Joanne Schwartz	Governmental Administration - P
		Governmental Administration - A
X	Audrey Hensiek	Health Care – P
	Sheila Wright	Health Care – A
X	Chief Civil Deputy Gene Seiber	Law Enforcement - P
X	Chief John Boren	Law Enforcement - A
X	Michaelle Fries	Private/Non-Profit Organizations - P
X	Dale McDaniel	Private/Non-Profit Organizations - A
X	Steve Garrett	Public Health – P
	Tony Barrett	Public Health – A
X	John Wickert	Public Safety Communications - P
	Michael Strozyk	Public Safety Communications - A
X	Roger Schang	Public Works – P
		Public Works – A

**Others In Attendance:**

<b>Name</b>	<b>Agency/Position</b>
Gary Hurley	Public Works
Ross McDowell	LCSO